



TOWN OF SCITUATE FILM PERMIT APPLICATION



SECTION 1: APPLICATION PROCESS AND FEE

\$50.00 Standard Processing Fee, or

\$500.00 Special Processing Fee (may apply to projects that involve extensive planning or services by town departments and/or significant impact or complexity of the project.)

Note: Application fees do not cover any additional costs that may be incurred or required by the Town of Scituate.

Applications with applicable fee (check or money order made out to: ***Town of Scituate***) submit to:

Town Administrator's Office

600 Chief Justice Cushing Highway

Scituate, MA 02066

781-545-8741

SECTION 2: APPLICANT INFORMATION

Name of Organization or Production Company

Address

City

State

Zip

Project Contact Person(s)

Telephone Number(s)

Email Address

Film Title or Project Name

Location(s) of Filming

Date(s) and Time(s) of the Day of Filming

Type of Film

of Crew Members/Actors

of Vehicles

List Equipment Being Used (# of cameras, booms, generators, trailers, etc.)

Will street closings or any traffic control be required?

____ Yes

____ No

Will any town owned property or school property be required? ☐ Yes ☐ No

Will public sidewalks be required to be blocked or closed? ☐ Yes ☐ No

Will any construction of sets or temporary structures be required? ☐ Yes ☐ No

Will parking arrangements be required for vehicles or equipment? ☐ Yes ☐ No

Will the filming generate excessive noise? (i.e. generators, screeching tires, etc.) ☐ Yes ☐ No

Will any explosives or incendiary devices or methods be used in the filming? ☐ Yes ☐ No

Will food making or catering be required on location(s) for the project? ☐ Yes ☐ No

Name of Person/Applicant _____

Signature _____ Date _____

SECTION 3: APPROVALS/CONDITIONS/REQUIREMENTS *(For Town of Scituate Use Only)*

Department	Notified	Services / Conditions / Meeting Requirements	
Public Works and Water		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Health and Environment		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Community Development		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Park and Recreation		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Harbormaster		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
School District		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Police		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Town Manager		Services or Conditions Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Meeting with Film Company Requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Special Approvals/Requirements (Determined by the Town Manager)			
Board of Selectmen	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Conservation Commission	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Park & Recreation Commission	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Public Notification/Hearing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date Held:	
Other Special Conditions: (Insurance/Hold Harmless/Additional Insured, etc.):			

Final Approval: ☐ No, Permit Denied ☐ Yes, Permit Approved and Issued by:

Town Administrator: _____ Date _____

Signature